

**State of Washington  
Office of Financial Management  
“Grants, Contracts, and Loans Management Project”**

**OFM RFP NUMBER 07-3300**

**Question and Answer Set Number Five**

OFM Request for Proposals (RFP) Number 07-3300 is clarified/amended as follows:

1. [General] Is a MS Word version of the RFP available to vendors for download?  
[A MS Word version of the RFP and Appendix B has been published.](#)
2. [General] How many grant programs for ECY and CTED are expected to be rolled out after the pilot phase is completed, respectively? ECY has approximately 30 grant/loan programs and CTED has approximately 100 grant/loan programs.
3. [Section 4.5.1] Can a vendor provide more than three client references?  
Yes, however a vendor will not receive more points for providing additional references and OFM may not be compelled to call more than three references.
4. [Section 5.1.2.5.1 & 5.1.2.5.2] A web service is not listed as an option for satisfying item 5.1.2.5.1, yet it is listed as an acceptable option for item 5.1.2.5.2 and later requirements. If a web service is the only option possible and is proposed to fulfill this requirement, will that disqualify a vendor?  
It was the intention to include web services as an option in 5.1.2.5.1 as another form of application interface. **This requirement has been modified. See the modification later in this document.**
5. [Section 5.1.2.5.2] If a web service is possible, but has not been created for the proposed solution, will that disqualify a vendor? =====  
The proposed solution has to be able to provide an unrestricted API, SDK and/or web service. The vendor must describe how this will be accomplished with their solution.
6. [Section 5.1.3.5.3] Could you please provide explain this requirement in more detail?  
  
Solutions implementing a service-oriented architecture typically provide a set of common services (e.g. workflow, business rules, identity and access management, etc.) it is OFM's requirement to keep these services independent of each other.
7. [Section 5.1.13] End-user (applicant/grantee) training is not listed as a training requirement desired by WA OFM. Is it correct to assume that due to the train-the-trainer model, WA OFM will perform all end-user training without assistance from the vendor?

Yes. OFM will perform all end-user-training.

8. [Section 6.4 and Appendix E] WA OFM has a set structure outline for total product license fees, maintenance, etc. Would WA OFM like to view/consider scalable, enterprise pricing models that have been used in other statewide implementations for adding agencies throughout the life of the system, rather than a fixed price license fee for the initial implementation?

No, as stated in Section 5.1.7, Vendor must provide a non-exclusive, transferable, perpetual, site license for use by OFM in its role as a central service provider hosting the proposed Solution. License shall include the ability for an unlimited number of end users to concurrently log on to the system without additional license fees. OFM will NOT accept Responses that include “named users” or “per seat” licensing.

9. Appendix J: [page J-8, Vendor Registration] Is it WA OFM’s intention to completely replace Access Washington, WEBS, and the SWV file in AFRS with a vendor’s proposed Vendor Registration Module in the new GCLM system?

OFM’s objective is to end up with **one** enterprise vendor self-registration process that meets grant, procurement, and payment needs. Options being considered include, but are not limited to, replacement of existing systems with the vendor registration module proposed for GCLM or enhancement of one of the existing systems.

10. Are Vendors precluded from using OFM employees or projects with OFM as references?  
No.

11. How far has the business blueprint progressed and when do you expect it to be complete?  
A data collection form will be distributed to agency subject matter experts during the week of September 17, with a mid-November due date. Oral interviews are being scheduled for late September and early October. For the most part, analysis of the blueprint data and formalization of the results will occur after the contract is awarded.

12. What form will the product of the business blueprint effort take, e.g., written report, interview notes, etc.?  
Blueprint data will be collected into Excel, supplemented by interview meeting notes. It has not yet been determined how analysis and results will be presented.

13. Please define the weighting process for the “weighted points” formulae in sections 7.4.2 and 7.5.1.

[Becci will answer this one]

14. What form should the project plan in 4.8.2 take, i.e., an MS Project plan, a narrative, or both?

The response to 4.8.2 requires both a Project Schedule using MS Project 2003 and narratives describing the items and the approach for the supporting plans.

15. If the project plan in section 4.8.2 is to be a narrative, is it adequate to describe the items and the approach to develop the bullet items to be included, e.g., Project Charter, Staffing Plan, etc.?

See answer to question 14.

16. May our response to the requirements in Appendix G be printed on 11 x 17 paper in order to allow us to fully respond? If so, these pages would be folded to fit into a three-ring binder.

Yes, that would be fine.

17. Section 5.1.4.1 asks for the ability to create, read, update, delete, and store geospatial data. Do you expect an interactive map within the application, or the ability to upload GIS data as an attachment to the application?

OFM needs to incorporate an interactive map allowing applicants the ability to designate proposed project areas and the ability to allow users to attach and upload geospatial data with their application.

18. If the answer to #16 is an interactive map, does this mean a single shape on a read-only base map, or is there more data that needs to be created or updated?

An applicant will enter one or more point, line, and polygon spatial geometry representing projects and/or monitoring locations.

19. Which users would be creating, updating and deleting geospatial data? Will they be updating it using third party software, such as ArcMap or AutoCAD? If so, which ones?

At a minimum, the applicant, grant manager, and opportunity evaluator will create, update, and delete proposed project geospatial data. A user will need the ability to edit the data using third party software that meets Open Geospatial Consortium standards.

The full RFP is located at: <http://www.ofm.wa.gov/contracts/procurement/postings.asp>

**ALL OTHER TERMS AND CONDITIONS OF OFM RFP NUMBER 07-3300 REMAIN IN FULL FORCE AND EFFECT.**

**5.1.2.5.1 (MS) The Vendor must provide an application programming interface (API), **web service**, or software development kit (SDK) along with associated tools and documentation, including database schema, for the purpose of integrating the proposed Solution's functionality into other software solutions. Describe how the proposed Solution meets this requirement.**